

**Minutes of the Annual Parish Council Meeting held on Tuesday 6th May 2025
at 6.45pm in the Village Hall, Lingwood Lane, Woodborough, Nottingham**

PRESENT: Cllr Andrew Gough (outgoing Chairman), Cllr Liz Anderson (Chair), Cllr Phil Hallam, Cllr Amanda Mellor, Cllr John Newsome, Cllr Richard Pannell, Cllr Colin Starke, Cllr Linda Taylor, Cllr Charles Wardle,

IN ATTENDANCE: 1 resident, Averil Marczak (Clerk)

5253. ELECTION OF CHAIR FOR 2025/26

Cllr Gough chaired the election of chair for 2025/26. Cllr Anderson was elected unanimously and signed the Declaration of Acceptance of Office.

5254. ASSIGNMENT OF RESPONSIBILITIES FOR 2025/26

	Member(s) responsible
Chair	Liz Anderson
Vice chair	Andrew Gough, Linda Taylor
Finance	Liz Anderson, Andrew Gough, Amanda Mellor, Linda Taylor
Signatories to bank	Andrew Gough, Colin Starke, Charles Wardle, Richard Whincup
Staffing committee	Andrew Gough, Liz Anderson, Linda Taylor
Staffing sub-committee	Andrew Gough, Liz Anderson, Amanda Mellor
Village Hall	Andrew Gough
VHWP	Andrew Gough, Richard Pannell, Colin Starke, Charles Wardle
Planning	Richard Pannell, <i>all</i>
Cemetery	Andrew Gough
Rights of Way	Richard Pannell
Allotments	Linda Taylor
Sports clubs & playing field	Linda Taylor, John Newsome, Richard Whincup
Institute liaison	Richard Whincup
Governors' Field inc play equipment	Colin Starke, Richard Whincup
Sam Middup Field	Liz Anderson
Maintenance inc Lengthsman	Charles Wardle
Gardenscape liaison	Andrew Gough
Flood scheme/EA liaison	Amanda Mellor
Emergency planning team liaison	Phil Hallam
Health & safety	Liz Anderson, Colin Starke
Community website	Liz Anderson, Linda Taylor

5255. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Helen Greensmith and Cllr Richard Whincup.

5256. DECLARATIONS OF INTEREST

Cllr Mellor: assisting Woodborough in Bloom with their Facebook page (non pecuniary interest).
Cllr Starke: committee member of Woodborough Tennis Club (non pecuniary interest).

5257. CO-OPTION TO VACANCY

Julian Brown was unanimously co-opted to the vacancy.

5258. OPEN SESSION FOR MEMBERS OF THE PUBLIC

The meeting was suspended between 7.05pm and 7.15pm. A resident spoke to explain the detail of his planning application.

5259. MINUTES OF THE PARISH COUNCIL

The minutes of the meeting held on 7th April 2025 were approved.

5260. MATTERS ARISING

The legionella risk assessment had taken place and the report was awaited. It was agreed to instruct Arnold Electrical to undertake the EICR at the village hall and the pavilion. The decision to specify hire and usage of the hall to be in units of 15 minutes, starting and ending on quarter hours was confirmed. The Clerk had yet to open the Hinckley and Rugby building society account or progress the broadband upgrade with BT.

5261. DISTRICT REPORT

Cllr Greensmith had sent a report providing details of work undertaken for residents.

5262. COUNTY REPORT

It was noted that Jody Stoll (Reform UK) had been elected to the Calverton seat of Nottinghamshire County Council. It was agreed to write to Cllr Stoll to congratulate him and to invite him to WPC meetings. It was agreed to write to outgoing Nottinghamshire County Councillor Boyd Elliott to thank him for his contribution over many years of service.

5263. TREE SURVEY

The tree survey had taken place and the report was awaited. Cllr Hallam agreed to meet tree surgeons to get quotes for any works recommended.

5264. CHURCHYARD MAINTENANCE

2 councillors had met with a concerned resident regarding the cessation of grass cutting in the eastern side of the churchyard following accidents. Correspondence had been received from the Vicar explaining that the proposed rewilding was at an earlier stage than previously understood and requesting that WPC find ways to continue to maintain the whole churchyard in the interim period. This request had been discussed with 2 potential contractors. There was a lengthy debate following which it was agreed to respond that further advice would be sought but that significant concerns regarding health and safety prevented scheduling of maintenance.

Works to the rhododendrons had now been completed and it was agreed that work to the holly bushes should be scheduled. The Chair expressed hope that this work would demonstrate WPC's commitment to the churchyard.

5265. MOOR LANE DEFIBRILLATOR

Installation would take place in May.

5266. VILLAGE HALL

Cllrs Starke and Wardle continued to evaluate LED light options and would seek quotes to include installation once a product had been selected. Cllr Pannell suggested that replacement stage lighting be included and would help research options for this. It was agreed to progress replacement radiators over the summer with Miller Freeman as included in the budget. It was agreed that the hourly charge for party bookings from November to February should be raised by £3 per hour to cover the costs of heating the hall. It was agreed that the fire risk assessment should be reviewed by Cllrs Anderson and Starke with a view to engaging a qualified third party to update the document.

5267. GOVERNORS' FIELD

HAGS had yet to respond regarding the issues with the tunnel mound repair and the roundabout safe surface; the Clerk would chase.

5268. PLAYING FIELD

A quote for a concrete path around the tennis court had been received and it was agreed to consider all options at the next meeting. Cllr Starke reported on a further meeting held with Fosse Contracts and their aggregate supplier regarding the faults on the new tennis court surface. Fosse Contracts had expressed their intent to get their aggregate supplier to fund the necessary repairs, likely to involve re-laying a half of one of the courts. It was noted that the gate between Church Walk and the playing field was in a state of disrepair. Via/NCC offered a replacement galvanised gate and it was agreed to find out the dimensions. It was noted that provision would have to be made to silence any noise from a metal gate. A request from Woodborough Celtic to use the playing field on Tuesday nights for an under 14 side was agreed. It was agreed to meet Arc for a preliminary discussion about refurbishment of the pavilion.

5269. ANNUAL REPORT

It was agreed to accept a quote of £798 for the production of the Annual Report.

5270. PLANNING

The following applications were considered and there was no objection to:
PC1252/GBC2025/0313TPO removal of yew tree at 153 Main Street
PC1253/GBC2025/0326TCA treeworks at 12 Lingwood Lane

5271. DONATION TO WOODBOROUGH IN BLOOM

It was agreed that the full regular donation of £1250 should be made to Woodborough in Bloom (S137). This was in addition to the donation of a replacement bowser tank made in March 2025.

5272. FINANCE

The Clerk presented the financial statement for April. 28 payments, totalling £17089.94 net, were approved for payment. Gross payments over £500: £522.89 LGPS (staff pensions), £1250 Woodborough in Bloom (S137 donation), £850.50 Overbrook (contract cleaning), City Glass £12,858 (replacement exit doors). A further 10 payments were made by direct debit totalling £5322.49 net. Gross payments over £500: PWLB £4268.02 (biannual loan payment), SSE £729.44 (gas).

5273. CORRESPONDENCE AND EXCHANGE OF INFORMATION

An email from a resident regarding speeding near horses was received and it was agreed to share this with Woodborough's new county councillor to determine what action could be taken. An email in praise of Michelle, cleaner to the hall, had been received and it was agreed to share this with Overbrook along with WPC's thanks for going beyond the call of duty. The following items were noted: details of the draft local nature recovery strategy; details of a World Environment Day event at the Bonington theatre; GBC, various agendas and press releases.

5274. ITEMS FOR THE NEXT AGENDA

It was agreed to include LED lights, fire risk assessment, tree works.

5275. DATE OF THE NEXT MEETING

The date of the next meeting was confirmed as 2nd June 2025 at 6.45pm.

The meeting finished at 9.16pm.